AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE OF PAGES			
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURG	CHASE REQ. NO.	5. PROJECT	NO. (if applicable)			
02 6. ISSUED BY	January 30, 2002	Administrative 7. ADMINISTERED BY	(if other than block 6)					
CODE		7. ADMINISTERED BY	(if other than block o)	CODE				
USAID/CAR Director's Office, AA Section Dept. of State, 7030 Almaty Place Washington, D.C.20521-7030								
8. NAME AND ADDRESS OF CONTRACTOR (No., street, cou	intry, State and ZIP code)		9A. AMENDMENT OF	SOLICITATIO	ON NO.			
			n/a					
			9B. DATED (SEE ITEI n/a	M 11)				
			X 10A. MODIFICATION EF176-02-003	OF CONTRA	CT/ORDER NO.			
			10B. DATED (SEE ITE	EM 13)				
CODE	FACILITY CODE		12/18/01					
	HIS ITEM ONLY APPLIES TO A							
[X] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [X] is not extended.								
Offers must acknowledge receipt of this amendment pri	•		• •	Ü				
(a) By completing Items 8 and 15, and returningcopi separate letter or telegram which includes a reference to PLACE DESIGNATED FOR THE RECEIPT OF OFFE this amendment you desire to change an offer already subscitication and this amendment, and is received prior to	to the solicitation and amendment RS PRIOR TO THE HOUR AND submitted, such change may be m	t numbers. FAILURE (DATE SPECIFIED Made by telegram or let	OF YOUR ACKNOWLEDGN AY RESULT IN REJECTIOI	MENT TO BE N OF YOUR	RECEIVED AT THE OFFER. If by virtue o			
12. ACCOUNTING AND APPROPRIATION DATA (If $\ensuremath{\text{r}}\xspace/\e$	equired)							
	EM APPLIES ONLY TO MODIF DIFIES THE CONTRACT/ORD							
A. THIS CHANGE ORDER IS ISSUED PURSUATE TRACT ORDER NO. IN ITEM 10A.	ANT TO: (Specify authority) THE	CHANGES SET FOR	TH IN ITEM 14 ARE MADE	IN THE CO	NTRACT ORDER NO			
B. THE ABOVE NUMBERED CONTRACT/ORD Appropriation date, etc.) SET FORTH IN ITEM				anges in pay	ing office,			
C. THIS SUPPLEMENTAL AGREEMENT IS EN	ITERED INTO PURSUANT TO A	UTHORITY OF:						
D. OTHER (Specify type of modification and aut	hority)							
E. IMPORTANT: Contractor [] is not, [X] is r	required to sign this docume	ent and return cor	oies to the issuing office) <u>.</u>				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (O								
The purpose of this Amendment is to The solicitation is hereby modified by	•		d J for clarification	to all in	terested parties			
	[Continued	on Page 2]						
Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force								
and effect.								
15A. NAME AND TITLE OF SIGNER (Type or print)		Marcus A.	TITLE OF CONTRACTING OFFICE Johnson , Jr .	R (Type or prin	t)			

(Signature of person authorized to sign) (Signature of Contracting Officer)

NSN 7540-01-152-8070 STANDARD FORM 30 (REV. 10-83)

BY

15C. DATE SIGNED

15B. CONTRACTOR/OFFEROR

Contracting Officer

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

1. In Part I, Section B.1: the second paragraph concerning the budget allocation by country is revised as follows:

The budget for this activity is approximately \$27 million over three years (\$9 million per annum). Of the total budget, the approximately allocation of funds to the different countries are as follows:

Kazakhstan – 30% Kyrgyzstan – 30% Uzbekistan – 25% Tajikistan – 10%

Turkmenistan – 5%

Plus, USAID/CAR will include options for a fourth and fifth year of performance. As such, the maximum length of the contract would be five years. USAID will focus on the above six components, but will rely on the contractor to determine how best to allocate the budget among the six components to achieve maximum results.

2. In Part I, Section E.3: the section E.3 (A) (2) is revised to correspond with the technical management evaluation criteria stated in E.3 (A) (1), accordingly:

"A) AWARD FEE EVALUATION PLAN

1) EVALUATION CRITERIA

The evaluation criteria used in making award fee decisions under the proposed contract are divided into three major parts: technical management, business management, and cost considerations:

<u>TECHNICAL MANAGEMENT.</u> Technical achievements under the contract are equated with progress toward achieving the intermediate result, *IR 1.3.1 -- increased opportunity to acquire business information, knowledge and skills.* All Offerors are requested to detail in their proposals the benchmarks that they expect to be able to achieve over time that will contribute to achieving this result. Offerors are also encouraged to propose measures of impact of the proposed assistance program.

The selected Contractor and USAID will agree on the overall structure of expected results, and associated benchmarks through the annual planning process under the contract. Each annual plan will define the technical results and benchmarks to be achieved over each six-month interval, to correspond to the planned timing of award fee decisions. These technical results and benchmarks are divided into several categories (see Section C), which correspond to the SO 1.3 results framework:

IRI 1.3.1: Increased opportunity to acquire business information, knowledge and skills.

The evaluation criteria that will be applied to each of these technical elements are:

- on-time achievement of the indicators or benchmarks;
- overall assessment of the volume of results achieved vs. those planned;
- quality of the results achieved, measured through discussions with implementers, other partners, and host-country counterparts; and
- effectiveness of relationships with partners and others whose work is critical to achievement of overall results under the framework.

<u>BUSINESS MANAGEMENT</u>. Achievement of technical results will be accelerated or impeded by the relative effectiveness of the business management functions of the contract. Therefore, a number of evaluation criteria in this general area are judged pertinent in award fee decisions:

- On-time deployment and effective management of key personnel;
- On-time reporting of progress and results;
- Effectiveness of MIS systems (quality of data collection and reporting); and
- Effective control of property.

<u>COST CONSIDERATIONS</u>. Proper financial management and prudent use of Government resources are also critical to efficient contract operation. The following criteria will apply to award fee decisions:

- Accuracy of contract financing projections;
- Timeliness and accuracy of financial reporting;
- Costs presented are allowable and allocable under the contract; and
- Economies are demonstrated in the use of personnel and materials.

2) WEIGHTING OF PERFORMANCE AREAS

The following weights are assigned to the performance areas defined above:

Primary Performance Area		<u>Weight</u>	Sub-factors		Weight
Technical Management	60	On-time achievement of the indicators or benchmarks; Overall assessment of the volume 30 of results achieved vs. those planned; Quality of the results achieved, measured through discussions with implementers, other partners, and host-country counterparts; and			30
					20
		Effectiveness partners and o to achievemer framework.	20		
					100
Business Management	20	Key person de On-time repor Effective MIS Control of pro	ting		30 20 30 <u>20</u> 100
Cost Considerations	20	Financial Proj Accurate repo Allowable Co Financial Effic	rts sts	25 25	2525
			<i>J</i>		

100"

3. In Part III, Section J, Attachment 11, add the following:

"OTHER PARTIES THAT EXPRESSED INTEREST IN THE RFP:

Amaram Technology Corp

Beena Tom

E-mail: beena.tom@amaram.com

Fax: 703-288-4113

Ana Videos

Farhan Khokhar

E-mail: anavideos@yahoo.com

Fax: (281) 759 7656

Barents Group / International Public Services

KPMG Consulting

Carol L. Swan

Email: cswan@kpmg.com Fax: (703) 747-3849

DRI Consulting

Victoria Littlefield

E-mail: vlittlefield@dric.com

Fax: (651) 415-9968

Development Alternatives, Inc.

Amy K. Harrington

E-mail: Amy_Harrington@DAI.com

Fax: (301) 718-7968

DevTech Systems, Inc.

Melissa Gallagher

E-mail: gdiallo@devtechsys.com

Enterprise Strategies and Solutions Inc

Jay Bachar

E-mail: jbachar@mpri.com

FUSION-B

Lisa Pierce

E-mail: Fusionb2000@aol.com

International Management and Marketing Associates

Caroline Krawiec Brownstone

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Institute of World Class Management

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Fax: (916) 536-9758

Iranian Trade Association

Shahriar Afshar

E-mail: Info@IranianTrade.org

Fax: (858) 554-1210

Longini, Peter, Ph.D.

Independent Consultant

E-mail: plongini@nauticom.net

Fax: (724) 934-4758

On With Learning Inc.

Bob Dumouchel

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PricewaterhouseCoopers

Rita E. Loza

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Plenert, Gerhard

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Rwenzori International, Inc.

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Efax: (253) 276-1795

Smith Fairfield, Inc.

Kenneth White

E-mail: kwhite@smithfairfield.com

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TERA, Inc. Asil Gezen

E-mail: agezen@teraus.com

Thompson, Alex

Independent Consultant

E-mail: alexander.thompson.2000@anderson.ucla.edu

Utilivate Technologies, LLC Marlon McClinton E-mail: mmcclinton@utilivate.com

Fax: (773) 667-1552"

4. In Part III, Section J, add the Attachment 12, entitled "Q&A for Interested Parties:"

"Questions and Answers for Interested Parties:

- A. Section B:
- 1. Per Section B.1, the option of an additional \$1.0 million per country per year is to be addressed in separate annexes to the technical and cost proposals. How will these annexes be evaluated relative to the selection criteria outlined in Section M?

Answer: The same evaluation criteria listed under the Section M will be used for evaluation of the technical and cost proposals for all options.

2. On page B-5, the RFP states, "Also, given the increased focus on Central Asia, and the added importance of maintaining regional stability and mitigating the potential for conflict, the contractor is requested to provide an annex to its proposal (both cost and technical) that illustrates how an additional one million dollars per country, per year, could be allocated." Please clarify whether this additional funding applies to all five years of the contract (3 base years and 2 options years) or to the 2 option years only?

Answer: The possibility of additional funding applies to all five years of the contract.

3. On page B-5, the following fractions are given for allocation of funds to the different countries: approximately one third allocated to Kazakhstan, one third allocated to Kyrgyzstan, approximately one quarter to Uzbekistan, ten percent to Tajikistan, and the remainder for Turkmenistan. When totaled, the amounts allocated to Kazakhstan, Kyrgyzstan, Uzbekistan, and Tajikistan equal a number greater than 100 percent. No resources remain to be allocated to Turkmenistan. Please clarify this division of resources.

Answer: The following is a revised allocation of funds to the different countries. Please note that

these are approximations:

Kazakhstan – 30% Kyrgyzstan – 30% Uzbekistan – 25% Tajikistan – 10% Turkmenistan – 5%

B. Section C:

4. In Section C, page C-10, in the discussion on the Regional Approach to Technical Assistance, the RFP states that "The contractor shall tailor project resources to provide agro-business information, training and education to this critical region of Central Asia. There would be no support to 'on-farm' activities, but rather to 'downstream' such as food processing and to 'upstream' activities, such as the supply of fertilizers and seeds." Please clarify exactly what is meant by acceptable activities in this set of tasks. We would define those activities that would take place on the farm that are specifically directed towards meeting market requirements as acceptable activities for providing technical assistance. These activities include: the required post-harvest handling processes; the appropriate packaging for certain markets; the appropriate use of fertilizers and pesticides. Without guidance on these requirements the farmers may be unable to produce products that can meet the standards of the markets, including potential processors, which they are trying to penetrate. We would appreciate your guidance on this matter.

Answer: USAID views this project as a business development project (rather than an agricultural development project), but which can include agribusiness. Interventions which aim to increase businesses' commercial prospects would be acceptable.

5. Page C-9 of the RFP states that the enterprise development activity will be "implemented through the Office of Enterprise & Finance as a part of Strategic Objective 1.3 (SO 1.3). . . Intermediate Results to be achieved under this activity fall under IR 1.3.1 - increased opportunity to acquire business information, knowledge and skills. The other primary Intermediate Result that supports the achievement of SO 1.3 is IR 1.3.3 - increased implementation of laws and regulations." The RFP does not include further discussion on the activities and staffing associated with this IR. As part of this procurement, does USAID expect the bidder to propose activities to support the achievement of this IR, or does USAID expect all activities to support this IR to be completed under the SME Trade & Investment Project?

Answer: USAID does not expect the bidder to propose activities to support directly the achievement of IR 1.3.3. As highlighted in Section C, however, USAID does expect the successful bidder to collaborate and work closely with the SME Trade and Investment Project.

6. In Section C.II, page C-10, the last paragraph indicates that the contractor will have a Country Representative along with various country-specific advisors in each country. Please

clarify the difference between Country Representatives and "various country-specific advisors".

Answer: USAID wishes to give the contractor flexibility in staffing to achieve optimal results. The senior contractor representative for the Project based in Central Asia is designated the "Chief of Party." The senior representatives of the five countries, who report to the Chief of Party are designated Country Representatives. Each country representative should have technical skills and responsibilities, in addition to the management skills required of the Country Rep. For example, the Country Rep in Country A might be an accounting reform specialist, while the Country Rep of Country B might be a business training specialist. In Country B, where the Country Rep is a business training specialist, the contractor might propose that an accounting reform specialist be needed in Country B. The accounting reform specialist in Country B is not the Country Rep, but rather a country specific advisor, with accounting reform responsibilities only in Country B. One might have no Country Representatives with accounting reform experience, but choose to have one or more accounting specialists assigned to cover one or more countries.

7. In Section C.III.A, page C-12, reference is made to "...existing (training) material that is available in the Russian language and meets project standards." Please clarify what "project standards" refers to.

Answer: Project Standards means the training material meets the standards and objectives of the project. Those standards will be determined by the Contractor, but should be consistent with Western or international standards. Business training materials developed by Soviet Academics who have never studied or practiced in a free market economy, for example, would probably not meet "project standards."

8. In Section C.III.A, page C-12, the top paragraph refers to local government officials who may participate in training. Does "local" in "local government" refer to national government, oblast level, or lower?

Answer: Refers to all levels of government.

9. Section C.III.A, page C-13, includes the contract deliverable for work with local associations to conduct a franchise trade show and to develop franchise marketing materials with government officials. Should such work be positioned under the BAS component or separated like the Quality Management activity? Please clarify.

Answer: This should come under the business training component.

10. Section C.III.A, page C-13, discusses the role of GSVs and PCVs in the contract. Please advise regarding the details of the associated costs for the utilization of GSV's and PCV's under the contract.

Answer: It is anticipated that the following costs will be covered under a separate agreement with the Citizens Democracy Corp. to bring GSVs in the field: international travel, recruitment

costs, MEDEVAC/health insurance, visas, housing, orientation training, monthly stipend during assignment. Offerors should propose their cost assumptions for providing office site working areas, regional transportation, per diem (while on actual field travel), and other incidental costs associated with regional travel for each GSV.

The estimated budget for PCVs should include regional expenses such as transportation, accommodation, and per diem associated with PCV project activities and visits to the contractor's offices or the training facilities.

11. Section C.III.A, page C-14, fifth paragraph. Can the mission advise on how much of the "translation and printing of core accounting text and IFAC documents into Russian" has been completed and what remains to be completed.

Answer: Translation of accounting text and materials will be an ongoing activity. By the end of the current SME Development Contract, it is anticipated that the Contractor will have completed the translation of the Financial Accounting 1(Gray & Needles), Intermediate Accounting (Kieso & Wiegand – 10th edition) and IAS Explained (IASB). For the other courses, there are some older Russian language textbooks that the contractor has deemed adequate, but not optimal.

USAID/CAR anticipates that one or two additional texts will be selected and translated per year until all courses have current, modern texts. Updates and revisions in International Accounting Standards, International Standards of Audit will require updates in translation of the standards and related texts.

12. In Section C.III.B., page C-16, the RFP states that no more than 30% of each country budget should be focused on accounting training. Does this limitation include other types of accounting-related assistance such as working with accounting associations?

Answer: No

13. Section C.III.C, page C-18, what are the "relevant studies, work and reports" of other donors cited in the third contract deliverable? Are such studies, work and reports available for our review?

Answer: The relevant reports and studies have been published under the subject RFP, as amended. It is the responsibility of all offerors to determine, seek, and obtain additional information, if any, on the general SME environment from other sources including other donors.

14. In Section C.III.E., page C-23, a contract deliverable calls for the contractor to establish a Quality Management Center in Kazakhstan. However, per Attachment 6 in Section J, the current contractor has submitted a work plan under which such a Center will be established before the new contract begins. Can it be assumed that the deliverable in this case is not to establish a new Center, but to continue support to the existing Center and to do so at the staffing and funding levels used in the current contract? And, if so, what are those levels? (Note: on p. J-72, reference is made to a budget for the QMC being attached, but it was not.)

Answer: The budget has not been determined and will depend upon the participation and contribution of the multinational and large national corporations which USAID and the Contract will require to support the QMC. The contractor will be expected to continue and to expand, as deemed appropriate. The current center configuration is anticipated at a minimum to consist of one full-time, expat. Director and local support staff.

15. In Section C.III.E., page C-23, fifth paragraph. Can the mission please clarify the requirement that the contractor shall propose the "maximum" number of companies with whom the EDP will initiate a certification process and specify a minimum number the EDP will "help." How are these differentiated, and therefore, how will the contractor be "recognized" for successes?

Answer: It can take 18 months to 2 years for a company to become certified. The contractor is expected to propose how many companies with which it will initiate the certification process. The contractor will be "recognized" for its success for the number of companies that actually become certified, as opposed to working towards certification. The contractor may propose what form that recognition would take in their offer.

16. Section C.IV.C., page C-27. One of the proposed benchmarks for the business advisory services component states that "the contractor will establish and maintain" EDCs. However, previously in the RFP, on pages C-12 and C-18, it was implied that the eleven main EDCs had already been established and that the contract would support the continuance of these offices. Can the mission clarify the status of the EDCs in existence in the region and also provide cost figures for the operational expenses currently associated with the EDCs.

Answer: Under the current the SME Development Project USAID has established EDCs in 11 cities. The EDP contractor will continue operating EDCs in these cities, though it is not expected that they will be located in the office space currently occupied by the current contractor. Therefore EDP contractor should propose a budget for these offices.

17. Section C of the RFP requires the successful EDP contractor to collaborate with ETIP. In order for our bid to be fully responsive, we will need this kind of information and plan to contact representatives of these projects directly. Does USAID expect the incumbent contractor, Pragma, to cooperate with prospective bidders and provide information relevant to both SME and ETIP activities? Has USAID instructed Pragma to do so?

Answer: The contractor will be expected to collaborate and cooperate with all of USAID contractors and grantees working under the office of Enterprise and Finance. The Pragma Corp. will be expected to cooperate with the successful bidder, once the contract has been implemented. Relevant information on the TIP (the Scope of Work) was included in the RFP. Potential bidders should not contact Pragma directly for information relevant to this RFP. All questions should be forwarded directly to USAID/CAR point of contact stated in the RFP.

- *C. Section F:*
- 18. Section F.7.B, page F-37. Please clarify whether USAID has preferences or constraints on the

nationalities of the Country Representatives?

Answer: There is no special restrictions on the national origin of Country Representatives. Note, offers must comply with the source/origin requirements under 22 CFR 228.

19. Section F.7., page F-36-37. The Key Personnel clause includes both the regional positions as well as the country-level positions. Is it the intention of the Mission to include all long-term regional, country level, and local staff positions as key?

Answer: The positions listed under the section F.7 are determined as a key and should be presented in the proposed managerial staffing structure accordingly.

- D. Section H:
- 20. Section H.7 specifies that "contractor personnel and/or consultant shall have language skills in English and Russian..." Please clarify the language requirement intended for short-term and long-term staff.

Answer: English and Russian language skills, and where necessary the local national languages proficiency to perform technical services is required for short-term and long-term staff. Also, the ability of key personnel to work in the Russian language is one of the evaluation criteria listed under Section M.1.

Section J:

21. An implementation plan for the Regional Trade Network (RTN) is provided in Attachment 7 of Section J. Please provide an update on implementation status relative to that plan.

Answer: There is no update available. However, the RTN Website is expected to be launched on Feb. 5, 2001.

22. Per Attachment 8 of Section J, this is to request a copy of the 2000-2001 annual report for the SME Development Project. The readable PDF file is adequate.

Answer: The SME Development Annual Report has been published under the Amendment #1 to the RFP. Here are the links:

http://www.usaid.gov/procurement bus opp/procurement/solicitation/solicit rfp.html http://www.eps.gov/spg/AID/postdate 1.html

Section L:

23. Page L-114. Section L.7 provides conflicting information on page limits. The first paragraph states that for CPAF contracts the page limit is 65 pages, whereas part c) of same section states 55 pages as the limit for the same contract type. Please clarify.

Answer: Paragraph "c)" will be corrected in an amendment. It should state "65 pages" for offerors proposing to use CPAF contract type.

24. Page L- 114, Section L.7 provides conflicting information regarding organization of the technical proposal. Part a) states that it should be organized according to the evaluation criteria in Section M, while part d) provides a different outline from that contained in Section M. Please clarify.

Answer: Paragraph "d)" will be corrected in an amendment. The elements and order stated in Section M is correct and should be followed.

G. Section C:

25. In the RFP the current program in business advisory services (BAS) is described several times as "successful." For example, "USAID has been offering BAS successfully in Bishkek and Osh." And "Based upon the success of the (BAS) pilot..." Please clarify what USAID's definition of or criteria for "successful" is for this project."

Answer: The RFP requires that bidders propose an optimal mix of the various components, including the number of Experienced Volunteer Advisors. An advisor should only be brought out when the contractor has identified a problem which can be resolve or opportunity which can be exploited through an EVA assignment. Only an advisor which has the qualifications and experience to provide a solution to the problem or train the company to exploit the opportunity should be given the assignment. In short, a success story, such as increased production, lower production cost, increased employment, increased revenues or market share, should be included as part of the assignment scope of work. Therefore, success is described as fulfilling the number of assignments proposed as described above. USAID/CAR does not expect 100% of the assignments will be successful. However, we do expect at least 75% of the assignment will result in success stories. In addition, USAID expects that the GSV and local professionals will also generate success stories.

Section E:

26. In Section E.3, Award Monitoring and Evaluation Plan, the four subfactors for technical management in paragraph E.3(A)(2) do not appear to correspond to the four technical elements described for technical management in paragraph E.3(A)(1). Please clarify.

Answer: Subfactors for technical management will be revised in the amendment. Note however offerors may propose to change the characterization of the subfactors and the weighting base on their offer. See Section L.7(c)6 and Section M.

Section F:

27. Under Key Personnel on page F-36, the RFP states that "USAID/CAR would assume that all of the regional positions would be based in the same location, i.e., Bishkek or Almaty, unless the bidder provides a compelling justification for not doing so." However, for most positions listed in Section A. Regional Positions, the RFP states that "The bidder should propose the position location." Please clarify whether USAID expects the entire team, except for the Quality Management Advisor (to be based in Kazakhstan) and the Agribusiness Advisor (to be based in Uzbekistan), to be based in the same location, either in Bishkek or Almaty?

Answer: USAID encourages the bidder to locate the entire team (with the exceptions of the Quality Management Advisor and the Agribusiness Advisor positions) in the same location. The bidder is free to propose a different structure, but should provide a compelling justification for doing so.

28. Will USAID make available the Russian-language training material developed on USAID-funded projects in Central Asia?

Answer: USAID will make available to the successful bidder the Russian-language training material developed under USAID-funded projects in Central Asia.

29. Are graphics, such as tables and charts, included in the page limit for the proposal?

Answer: Yes, graphics are included in the page limit for the proposal.

30. Has the SME database already been developed by Pragma?

Answer: The SME database is currently being developed by Pragma.

5. Delete **Section L.7** in its entirety and substitute with the following:

"L.7 INSTRUCTIONS FOR THE PREPARATION OF THE TECHNICAL PROPOSAL

Each of the following sections must appear in the proposal to be judged responsive. Page guidelines per section are not definitive, as long as the final proposal does not exceed the 65-page limit (excluding attachments) if proposing a CPAF contract type. There is a 60-page limit overall if proposing to use the CPFF contract type but the proposer may decide how and where to meet this limitation.

- (a) The Technical Proposal in response to this solicitation should address how the offeror intends to carry out the Statement of Work contained in Section C. It should also contain a clear understanding of the work to be undertaken and the responsibilities of all parties involved. The technical proposal should be organized by the technical evaluation criteria listed in Section M.
- (b) The past performance references required by this section shall be included as an annex or attachment of the technical proposal.
 - (c) The technical proposal should, at a minimum, include the following:
- 1. Understanding of the status, issues and opportunities presented by the present SME business environment situation in Central Asia. (5 pages)
- 2. Management plan for executing the contract. This section must detail at a minimum: organizational structure; staffing plans; logistics management; monitoring and reporting plans;

management of subcontracts and grants; and financial management systems. The offeror should also use this section to describe its corporate management capacity: staffing, software, and equipment that the offeror uses to execute, support, control and monitor contract activities. Present a detailed Mobilization Plan (20 pages)

- 3. Staffing plan. This section shall define who will be employed under the contract, for what purposes, and the schedule of their deployment. Full resumes must be appended, so that the strengths of each key candidate's background and experience are clearly defined. (15 pages further detail to be appended)
- 4. Technical approach and methodology to conducting work in each country. This section shall define the offeror's proposed approach of tasks specified in Section C. (15 pages)
- 5. Past performance and experience. This section shall describe the relevance of the offeror's background to the job at hand. Previous relevant work with USAID, other donors and other entities can be presented. Previous work in Central Asia or other relevant countries can be detailed. (5 pages)
- 6. Proposed components for award fee (CPAF only). This section will be used to present the offeror's plan of specific results and benchmarks to be included under the general award fee categories: management, technical, and cost considerations. (5 pages)

Note: To be appended - list full contact information (e.g. street address, mailing address, telephone numbers, internet email address; a short (130-word limit) abstract of relevancy; and award number and period of performance) for all relevant awards active in calendar year 2000, 2001."

[End of Amendment #2]